

EVACUATION LODGING REIMBURSEMENT CERTIFICATION

The purpose of this certification is to ensure the accurate lodging amounts are reimbursed during the evacuation of the member/sponsor and their dependents (actual lodging receipt is required). When the member/sponsor and their dependents evacuate and reside together, the lodging is normally claimed/paid via the dependent evacuation travel claim. Since there are occasions when the travel claims are paid via separate systems (DTS and WinIATS) and at different times, this certification is required to try and prevent the duplicate payment of lodging.

Member/Sponsor Certification: The following lodging reimbursement is requested and this lodging has not and will not be claimed via a separate travel claim. In addition, this lodging has not been paid via another Government Agency (FEMA):

Name: _____

Pay Grade: _____

SSN: _____

Command: **Naval Postgraduate School**

Tele #: _____

Email Address: _____

Name and Location of Lodging: _____

Dates of Lodging: _____ to _____

Name/Relationship of Personnel that resided in this Lodging:

Additional Information concerning this lodging reimbursement:

Employee/Sponsor Signature

Command Authorizing Official Signature